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ATT. TO
ER-5-5442

~~CONFIDENTIAL~~

MAY 4 1954

MEMORANDUM FOR: [REDACTED]

SUBJECT: Badging at [REDACTED]

1. In reply to your memorandum concerning the acquisition by your [REDACTED] of a laminating machine for badging purposes, this is to advise that the matter has been explored from the standpoint of both the feasibility and cost, and it has been determined that it would be advisable for your [REDACTED] to acquire the necessary equipment for the reasons set forth in your memorandum.

2. With respect to the cost of such equipment, a laminating press can be purchased for approximately \$665.00. There are several manufacturers of such presses, but the press manufactured by Harco Laminating Press, Harco Industries, Incorporated, 20 Curtice Street, Rochester 5, New York, is the one used by this office and has proven to be very satisfactory.

3. In addition to the laminating equipment, the following items will also be necessary to initiate the badging program:

a. Guillotine with trimming blade, blade to round corners and punch for eyelet, if pins, cords or chains are to be used.

b. 8 or 9 inch paper cutter for trimming photographs

c. Sets of acetate, 2 3/4" x 3 3/4" - .020 thickness
(Request tissue separators instead of celophane)

d. Blotting paper and metal plates for laminating machines

4. It is suggested that you take the necessary action to procure the above equipment. In this connection, this office will be glad to furnish such advice as you desire concerning the procurement of the equipment and the establishment of the badging program.

Sheffield Edwards
Director of Security

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